



**College Inclusion, Diversity and Equity Committee
Meeting Minutes
July 18, 2018 -- 110 Moon Library
10:30-12:00**

In attendance Dr. Carter, Heather Engelman, Kerrie Findlay, Amy McLaughlin, Tim Volk

I. Welcome

- a. Minutes taking – Tim taking minutes
- b. Minutes review – still need to approve minutes from May meeting. Minutes from June 13 meeting were accepted.
- c. Welcome to Amy McLaughlin, who was recently hired Title IX coordinator at ESF.

II. PIF update – GEM car funding and acquisition timeline. Dean Anne Lombard is working with Gary Peden to identify an alternative vendor for this vehicle. Dean Lombard will be travelling to Albany to report on the activity related to the PIF funding secured for the GEM Car and the USC Institute.

Proposal: Tim will follow up on the GEM car to see if we can use a current ESF vehicle and to ask if we can move ahead to hire someone to manage the GEM car, its booking and operation etc. so that this service is in place for the start of the school year.

- a. Discussions with business office:
 - a. PIF Funding deadline for fiscal year ended June 30, 2018.
 - b. Dr. Carter worked with Dave D. in the business office to extend the time to spend.
 - c. PIF Funding has been held in reserve. Funding can still be spent in the new fiscal year.

III. PIF update – USC Institute Update

- a. Tue 7/10/2018 4:25 PM Kevin Hayden, sent revised service agreement for work with USC.
- b. Tue 7/17/2018, Dr. Carter spoke with USC Institute representative who assured her that they have been in discussion with USC legal counsel. An update will be sent via email to Dr. Carter and Kevin H.
- c. PIF Funding deadline for fiscal year ended. Dr. Carter worked with Dave D. in the business office to extend the time to spend. PIF Funding has been held in reserve. Funding can still be spent in the new fiscal year.
- d. Climate survey will be conducted in the spring semester; contract forthcoming.

- e. 12 registrants as of today for USC Institute training. Room for 20.

IV. Old Business

- a. Fall 2018 meeting times discussion – Heather will coordinate times for meetings based on people’s schedules
- b. Committee make-up for next year – term rotations (See Agenda Addendum). Only replacements needed are for undergraduate and graduate students based on the schedule for positions on this committee.
- c. A position description for Scott Blair’s position has been drafted and is moving through the review process.
- d. Office of Inclusion, Diversity and Equity has been given permission to hire a full time office manager. This search is moving ahead.
- e. New Faculty Retreat updates/discussion. Location is being moved from Huntington to the President’s residence.
- f. Childcare, Pregnancy, Lactation updates/discussion. Dr. Carter has had meetings with folks from SUNY Morrisville and their child care program. A draft of information about child care, lactation and pregnancy support at ESF and outside ESF has been completed and sent for feedback. Once this is revised it will be posted on the IDE website.
- g. A short survey about needs for child care, lactation rooms, and pregnancy support is being drafted to gather more information from students, faculty and staff. The survey will be located in several places around campus and information will be collected for the next 2 – 3 years. Dr. Carter is exploring pathways to distribute this survey.

V. New Business

- h. Tech Meets Taste event at the Tech Garden. It is coming up on July 19th from 5 PM to 7 PM. Dr. Carter is planning on attending. You can read the description of the event here: <http://www.centerstateceo.com/news-events/tech-meets-taste-1>.

VI. General Updates & Reminders

- a. Inclusive Excellence Welcome Reception August 23rd. 5 p.m. – 6:30 p.m.
- b. December 6th - Inclusive Excellence Graduation Reception 11 a.m. - 12:30 p.m.
- c. Diversifying the Hill (DTH) Planning Meeting
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Wednesday, July 18, 2018 3:00 PM-4:30 PM
Upstate: Doust Boardroom (9299) located on the 9th floor of Weiskotten Hall (or phone in)
- d. Synergy commencement ceremonies on Friday, August 3 at the CNY Biotech Accelerator on E. Fayette Street (See invite at the end of this message). The ceremony will begin at 11:30am. Please RSVP to Sarah Ravas at sravas@mercy-works.org.
- e. This upcoming Fall 2018, the Disability Cultural Center, Office of Multicultural Affairs, Lesbian Gay Bisexual Transgender (LGBT) Resource Center, Slutzker Center for International Services, La Casita Cultural Center, Office of Engagement Programs and ESF Office of Inclusion, Diversity, and Equity will host the Cultural Centers Welcome Fair

(CCWF) on **August 30th from 4-6pm (Panasci Lounge, 304ABC, and 302, Schine Student Center)**. This event will consist of good food, music, games and opportunity for SU/ESF students and staff to connect.

- f. [NAMI Syracuse – ESF presentation](#): September 25th 11am-12:00pm, February 5th 11am-12:00pm

VII. Adjournment: 11:45